




## INTEROFFICE MEMORANDUM

TO: Attendees/Distribution

FROM:  Doug Steffen, RMRS Project Management, Bldg. T130F, X2164

DATE: May 6, 1997

SUBJECT: Meeting Minutes: Building 123 Decommissioning Staff Meeting (4/30/97)

### Previous Action Items:

- Bob Campbell working toward getting ACM package to Roger Ryken by 5/2. (Actual complete package to Ryken on 5/5).
  - Activity numbers have been assigned.
  - Campbell working to get building floor plan for team members.
  - Mike Nelson has a copy of the Davis Bacon determination.
  - Mark Zachary has characterization data except for beryllium.
1. Reviewed schedule status.
  2. Ted Johnson has started asbestos abatement IWCP.
  3. Reviewed future meeting needs.

### Action Items:

- John Miller to look into leasing possibilities for Tenalec (sp?) instrument.
- Meeting scheduled for 5/1 to discuss decontamination strategy.
- Doug Steffen to get Purchase Requisition and CTR paperwork to Roger Ryken for asbestos abatement procurement package.
- Bob Campbell to get a floor plan for project team (carryover).

### Attendees:

Mary Aycock	SEG	John Hoover	K-H	Roger Ryken	RMRS
Ernie Bentsen	RMRS	Dorthea Hoyt	RMRS	Tonya Sangaline	RMRS
Skip Chandler	RMRS	Ted Johnson	RMRS	Mike Schluterbusch	SEG
Bob Ford	RFLII	Karen Lavarato	K-H	Doug Steffen	RMRS
Gary Guinn	RMRS	John Miller	RMRS	David Warfield	RMRS
Ron Heitland	RMRS	Mike Nelson	RMRS	Mark Zachary	SEG
Kirk Hilbelink	SEG	Wayne Peitkeiwicz	RMRS	Bob Campbell	RMRS

**ADMIN RECORD**

**Distribution:**

**Kent Dorr**

**K-H**

**Bill McAndrew**

**RMRS**

**Rich Jensen**

**RMRS**